

Iluka Homeowners' Association Inc.

Minutes of Committee Meeting

Meeting Date: 06/11/2018

Venue: Currambine Community Centre

In Attendance & Apologies

As per attendance sheet

1. Welcome

- a) The meeting commenced at 7:00 pm.
- b) Minutes from October meeting will be approved by email.
- c) SD welcomed Committee members, visitors and declared a quorum.

2. SAR

- a) [JH] and [NJ] introduced themselves to the committee.
- b) Diagram tabled services and areas. [SD] Sent an email round. [GH] Tried to download it but was several pages long. [JH] To send an update to [SD]
- c) [JH] Last page breaks down the service charges.
- d) 36 Mows includes the Council rates contribution. 11 Mows would be a standard service therefore the SAR receives additional mows - 23 per year.
- e) Recommendations are put forward every year to represent the best standard which is annually reviewed with [SD] and [MK] through some parts of the estate that require renewal to prevent further deterioration. Upgrades are being done and were earmarked at \$66,000. \$330,000 in Total.
- f) Work commenced on this year's service agreement, the submission is put forward on the 7th of November with sign off requested by the end of November.
- g) [JH] and [NJ] Have worked through some proposals and have done some impressions to determine how much we collect each year.
- h) [IM] Commented the committee decides what level of SAR we require for the area and the committee drives the level of maintenance in the area.
- i) Distributed a projected ILUKA SAR Proposed SAR Increase Summary Document. Breaks down the service agreement and shows the impact of the cost increases.
- j) Service level agreement is the back page. Referred to \$292,316 for the 2018 Year.
- k) Referred to 2019/20 \$408,030. Mowing showed no increase. Pathogen free mulch proposed to increase.
- l) [JH] Noted the number of Properties as 1893 – A total GVR of 59,985,650. Total amount of money divided by the GVR equals an average total budget of \$292,316.

- m) [JS] Questioned how current are the values? [JH] Commented they are current and as determined by the VGO.
- n) \$65,000 was the project funds agreed to which the committee undertook to take on that FY.
- o) The pink refers to the rate in the Dollar. If we were to increase our rate in the dollar that would rank the rate increase as measured against the other SAR areas.
- p) It was suggested the committee may decide to go ahead but keep some of the funds as savings and we can look at what we may not elect to do. [DB] Commented, there is no problem with the upgrades but is that a one-off cost. [NJ] Answered there will be additional maintenance of about \$7,500 per year. The bulk expenditure is for James McCusker park at an approximate spend of \$100,000.
- q) [NJ] explained the areas that were formally not included in the SAR including remnant bushland and referred to the diagram Sir James McCusker Park SAR Landscape Areas. [NJ] Explained the process of having gone through the Natural Areas Team as these areas abut natural areas.
- r) [JH] Referred to the Diagram Light Blue is Banksia Retained Bush Land. Funds collected from the SAR to contribute towards maintenance from the SAR.
- s) [GH] Asked as to why these areas weren't included initially. [DB] Wanted to ask about Burns Beach Road as there is a lot of dead branches and leaf matter that could be a hazard, such as combustible material which is usually the small stuff where a fire risk could be. [JH] Replied as we get more from these assessments, we will feed it through. Noted it is currently a \$50,000 three year rolling program which is proposed to become a 4-5-year program.
- t) The city treats the passive areas as a sports oval and periodically do renovation works. [DB] Questioned coming back to the park is that a one-off fee in effect will be expecting next year to have a zero figure? [JH] Advised some are upfront costs.
- u) It was noted there is 12 hectares of landscaping in Iluka.
- v) [AE] Questioned in relation to the SAR cost comparison program is there an option to have forecast figures. Observing the hit, we had for the 19 year there could have been an opportunity through planning over a period of time to avoid a significant hit in one year by spreading it over a few years. [JH] Advised with a view to the past the previous increases had been the most significant as the SAR had not been increased for many years. So, if we can see the staged approach, we don't have to have a reactive response. We have had a 5-year program and that is the intention from the Cities point of view which Nick has worked through.
- w) Projects we had earmarked were \$65,000 and we had enough money there in the previous year so there was no increase for that period. [AE] Noted it was hard to make recommendations around the prioritising without seeing the future projections.
- x) [JH] Proposals that came up consistently was to upgrade Marmion avenue between Shenton Avenue and Burns Beach Road. The proposal was not fully supported as it was a main road and [JH] spoke to the manager. A master plan will be done to which the City will contribute towards a 6-year program.

- y) Normally would be a SAR program but the city will fund that operationally.
- z) If trees die, then the city will replace them if landscaping dies then the SAR will be required to replace them. 7 – 10 years of a landscaping works.
- aa) [BG] Explained the city will put the increase in a rate notice.
- bb) [GH] Questioned if new properties automatically fall into the SAR when they are improved following the process of the VGO reassessing that property from vacant to improved.
- cc) [IM] The developer still has to maintain some of those areas until they have cleared out of the area and they become the responsibility of the SAR. There is 3 Year agreement: Overarching document that manages the estate. Arterial roads form part of the capital works program but there is no masterplan behind that.

3. Matters arising

- a) Police were noted on Shenton Avenue and Delgado Parade.
- b) A meeting addressing the amendments to the constitution is proposed in February with notice to go out in January.

4. Social Events.

- a) Halloween was a great success. A minor issue that cropped up a week before was to redo the signage for the donations. McCusker Foundation advised they do not accept funds only distribute funds. A decision will need to be made as to the recipient of donations from future events. The committee was invited to make suggestions.
- b) [AE] Suggested the COJ is working on a homeless strategy. NFP reducing the risk of homelessness by supporting accommodation. [SD] Questioned if there is a specific charity. [AE] Advised not specifically across the sector but it could be guided by the city. [MC] Proposed the charity gets rotated every year. [SP] Suggested a charity that collects Christmas presents for kids. [SD] Advised the money collected at this year's event should go to the support of Alzheimer's for which it was collected and that the matter will be raised again at the next meeting.
- c) 1200 Lolly bags were packed. The balance was taken to the Pat Spiers Centre.
- d) Reportedly the day after the event people were ringing in on Nova Radio discussing the event. The event is seemingly progressively getting to be a larger event attracting more people. If the trend continues there could be concerns with the level of our PL insurance which only covers us for up to 500 people, but we can get an extension as we did manage to attain for this event. May be best to table for further discussion.
- e) A question was raised if we would be anticipating an increase in the dog day attendance. [JD] Advised if an increase it may be modest.
- f) A resident offered to provide a \$100 voucher for the garden competition. The competition awards 5 winners of \$100 each so we are not sure how we would handle the giving of one voucher which we will discuss at a later date.
- g) [IM] Suggested we could consider a people's choice award in addition to the nominated winners.

5. Correspondence [MK]:

- a) 3rd October advising of the SAR Breakfast.
- b) 9th October query as to when Halloween was on.
- c) 10th – Email from a resident asking about the caveat letter on their title.
- d) 15th – A membership payment
- e) 17th – Email from a resident to be considered for the next round of judging in the garden competition. Keep a record in mind.
- f) 18th – Email from a resident regarding a property that is full of weeds. It is not under our rules of association but it's on the verge and is not under our jurisdiction. [AE] Council will respond by sending a letter. [AE] Volunteer to follow up. [BG] Noted the city has a verge guide line document that could be helpful.
- g) 19th Email from Stinson Square as to why the website isn't being maintained.
- h) 22nd Email asking about Halloween event details.
- i) 26th Email verge of vacant corner block.
- j) 29th Email from a resident Bulk Source Foods Clarkson offering to contribute a hamper towards the Dog day out.
- k) 30th Resident asking whether anyone can witness the form.
- l) 30th Query from a resident who owns another property in another area of the suburb. Advised payment is made for each vote.
- m) 31st Resident that has two properties and wants to know why he pays twice.
- n) 2nd of November an email following up a membership enquiry.
- o) [AE] Suggested we may want to have a FAQ section on the website.

6. Financial Report

- a) [JS] advised there were 8 Settlements in October.
- b) Advised the reimbursement for the entertainment on the Dogs Day Out.
- c) Newsletter Cost.
- d) Working Account Balance tabled and the Cash Reserve Account tabled
- e) Halloween function donations raised \$787.30. It was suggested by [MC] that we could look at another collection point at the Gym Bus.
- f) [SD] Passed all expenditure paid out of pocket to [JS].
- g) [SD] advised [JS] will take over sending letters to people not having paid at settlement.
- h) [KR] Queried if we are now keeping a list of all the residents that have paid. [IM] Advised we could purchase a list from the COJ of all the properties and their owners. [AE] Questioned how do we know if they have paid? [IM] Suggested it could be administered in an excel format with a reconciliation to be carried out.

7. Maintenance

- a) Formerly reported on.

8. SAR Levy

- a) [SD] An overview was provided in summary of the proposed SAR increase.
- b) To do everything would require an increase of \$60 p.a. Halfway would equal \$52 p.a. and the lowest level would equal an increase of \$42 p.a.
- c) The motion was put to a vote and the decision was carried. All in favour the motion passed.
- d) [IM] Put to vote whether the four sections identified in the map should be included into the SAR. [IM] Proposed we formally include the four areas in the map. All were in favour, the motion was carried and passed.
- e) [GH] Requested if we may get a copy of the documents. [MC] Suggested it could be referred to in the newsletter. [SD] Advised residents can request copies.
- f) It was proposed the documents be linked to the minutes. [IM] Raised some concerns should that information become available to anyone outside of the area. [GH] Queried as to whether the IHA had any formal document management process. [IM] Advised that documents were kept in "Hard Copy" format. [GH] Suggested that it would be possible to create an online / shared document storage facility, which limited access to agreed persons based on need.

9. Capital Works

- a) [SD] Nothing to report.

10. Restrictive Covenants

- a) [SD] Asked [BG] have you done the spreadsheet. [SD] Advised that [MC] is now handling that. A few incidents were reported and responded to. Sheila volunteered [BG] to send through a spreadsheet to [MC] of those who have been noted.

11. General Business

- a) Mixed Use Development Site.
 [SD] Received a phone call from OP Developments. [SD] Posted a link for interested residents to comment. OP offered to do a meeting where they could run through their plans. Brightwater advised whilst drafting a management plan they would like to know if we would like to have a room for the IHOA to meet. It was commented that every aged care provider must have a community centre.
 [KM] Queried if the residents would pay the SAR. [IM] Advised currently each lot receives one vote. [SD] Advised Brightwater would like all the members to be members of the association. Brightwater requested to include in their management plan that everyone does become a member.
 [AE] Questioned how that could be levied?
 [SD] Advised at each settlement a fee could be levied.
 [JS] Suggested a deferred management fee.
 [KM] Commented some schemes refer to the payment as a bond.
 [IM] Noted that the ownership doesn't change hands. [SD] Advised the development still needs to get through the approval stage with settlement

proposed in December and construction commencing mid 2019. Further discussions would need to be had to determine how the fees would be levied.

[SD] Advised reportedly as to the Northern site - AGEM Developers signed a contract with OP Properties. Tenancies may have been secured with an IGA and a Child Care centre.

b) Newsletter

[SD] Noting to report.

c) Business Networking Proposal

[IM] No further update.

d) Website

[GH] Questioned who Simon is. [IM] Clarified. [GH] Noted some errors on the website and will recommendations forward to [SD] for correction.

11. Apologies

a) None.

12. Meeting Closure

a) The meeting closed at approximately 9:00 pm.

13. Next Meeting

a) The next meeting will be held at 7 pm on the 4th of December.